
I P S B

INDIANA PROFESSIONAL STANDARDS BOARD

MEMORANDUM

To: Members, Indiana Professional Standards Board (IPSB)

From: Steve Yager, Chair
Beginning Teacher Assessment Committee (BTAC)

Date: June 19, 2002

Re: Minutes of May 14, 2002, meeting

Members Present: Kim Clark, Theresa Knipstein, Pamela Komnick, Marilyn Metzler, Tom Pickering, Carol Potter, Sheridan Rayl, Jolene Schoenherr, Joy Seybold, Lynne Weisenbach and Steve Yager.

Members (consultants/staff) unable to attend: None.

Others in attendance: Christa Dobbs, Jim Freemyer, and Judy Miller.

The BTAC meeting was convened on May 14, 2002, at 10:00 a.m. in the IPSB Conference Room at 101 West Ohio Street, Suite 300, Indianapolis, Indiana.

- I. Consultations with representatives of education stakeholder groups: None.
- II. Materials reviewed as related to the group's charge:
 - A. Minutes of the February 15, 2002, BTAC meeting
 - B. A Draft Guide to the BTAP for Beginning Teachers
 - C. Portfolio Content Overviews – A Resource Guide
 - D. Memorandum: Professional Growth Experience, Point Values and Conditions Chart
 - E. Certified Mentors and Mentor Enrollment 2002
 - F. Approved Mentor Training Programs
 - G. Mentor Training Program Response Form – School of Education, Indiana State University
 - H. Draft Mentor Faculty Training Program Rubric

III. Issues/questions as related to the group's charge:

- A. The committee approved the minutes from the February 15, 2002, meeting.
- B. The committee was informed of the special called Board meeting, May 15, 2002, to consider adoption of *Rule 4. Professional Educator License-Teachers*.
- C. The committee reviewed draft support documents to guide stakeholder understanding of the BTAP.
- D. The committee reviewed and discussed a report from the Continuing Education Committee (CEC) in response to a request for increased points awarded for participation in the BTAP in the Professional Growth Plans for license renewal. Additional points were awarded for increased responsibilities and training, but the results were less than the BTAC anticipated.
- E. The Teachers-in-Residence discussed the emerging issues and responses of participants in the Assessment Workshops held in all regions of the state, April 24 – May 17, 2002. Approximately 345 educators were in attendance.
- F. The committee discussed and recommended two additional submission dates for Mentor Training Programs: June 1st, August 1st and October 1st, 2002. A draft rubric to score programs was reviewed and suggestions were made for revisions.
- G. The School of Education, Indiana State University Mentor Training Program Response of approval was reviewed.
- H. The BTAC charge and membership profile was revisited. Committee resignations from Tom Pickering and Lynne Wiesenbach were received. The Committee expressed sincere thanks for all their dedication and hard work over several years of service.

Steve Yager adjourned the meeting at 2:00 p.m., May 14, 2002.